

May 19, 2020

TO: Prospective Bidders

SUBJECT: Addendum #2 TO THE BIDDING DOCUMENTS FOR:
Bid# 03-2020 Athletic Apparel and Spirit Wear

This addendum forms a part of the bidding and contract documents, modifies the original bidding documents and is compliant with the *Bid# 3-2020 Athletic Apparel and Spirit Wear*. Please acknowledge receipt of this addendum in the space provided on the Bid Form. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

Questions to the *Bid# 03-2020 Athletic Apparel and Spirit Wear* appear below.

QUESTIONS:

Q1. Is a cash component to the bid important to the district? Meaning rebate dollars vs cash are two very different things. Rebate dollars are at full retail price (vs if a school ordered the same item and paid for it, they would get a discounted price).

A1: Cash is preferable; however, the District will get more “retail dollars” because they have less value. Embroidery charges (cash) are high on rebate purchases using the retail value price and are not covered by rebate dollars. Retail dollars also can have limitations on purchase and must be used to buy product from the sponsor company (say Nike, Adidas or other).

Q2. Will there be a specific format once the bid opens up that you are looking for?

A2: There isn't a specific format once the bid opens up. Please upload your bid documents to the site directly. The bid can be found here: <https://www.bhfxplanroom.com/jobs/3766/details/thsd-113-athletic-apparel-spirit-wear-bid-3-2020>. If you have questions on how to submit the bid, you can contact Sarah Jacobs, Project Coordinator for BHFX, at sarah.jacobs@bhfx.net or phone # 847-593-3161 option 7 and she can walk you through the process. Please touch base with her in advance so you do not miss the deadline for the bid submission.

Q3. Do e-signatures (and e-notary) work in this situation?

A3: E-signatures will be accepted as there is no legal reason why the District could not elect to accept electronic signatures through a program like DocuSign, for example. E-notary signatures will also be accepted as long as the notary signatures are complaint with current notary rules and executive orders.

Q4. Is the virtual bid opening mandatory?

A3: The virtual bid opening is not mandatory.